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1994-

AGENDAS / MINUTES OF THE HAMILTON
PERFORMING ARTS FOUNDATION BOARD
OF DIRECTORS
APRIL 22, 1994



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Coliseum**

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Trade Centre/Arena

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HAMILTON PERFORMING ARTS FOUNDATION INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, April 22, 1994

8:00 a.m.

Hamilton Convention Centre, Room 314

URBAN M.

APR

GOVERNMENT DOCUMENTS

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Finance and Administration Committee First Report

Attachment A

B. Audit Committee First Report

Attachment B

2. Minutes of Regular Meeting Held June 24, 1993

Attachment 2

3. New Business

4. Other Business

5. Motion to Adjourn

OUTSTANDING BUSINESS

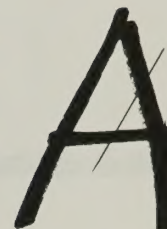
Nil

April 22, 1994
Patricia Bennett
Legislative Assistant



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FINANCE AND ADMINISTRATION COMMITTEE FIRST REPORT

The Finance and Administration Committee presents its **FIRST** report from its meeting held April 14, 1994 and respectfully requests approval of the following:

1. H.E.C.F.I. Co-Promotion with "New Faces"
 - 1.1 **H.E.C.F.I. CO-PROMOTION SIX (6) PRODUCTIONS IN THE STUDIO THEATRE OF HAMILTON PLACE WITH "NEW FACES" FOR THE 1994/'95 SEASON UNDER THE TERMS AND CONDITIONS CURRENTLY IN FORCE; and**
 - 1.2 **THAT H.E.C.F.I. AND "NEW FACES" PRESENT A SERIES OF NEW EVENTS, FOR THE 1994/'95 SEASON DESIGNED TO REJUVENATE THE STUDIO THEATRE AT HAMILTON PLACE, UNDER TERMS AND CONDITIONS TO BE NEGOTIATED; and**
 - 1.3 **THAT IN ACCORDANCE WITH THE GUIDELINES FOR DISBURSEMENT OF THE OPERATING FUND OF THE HAMILTON PERFORMING ARTS FOUNDATION INC., THE FOUNDATION: -**
 - (i) **SUBSIDIZE LOSSES, IF ANY, ON THE SIX REGULAR "NEW FACES" PROGRAMMING (detailed in point #1 above) TO A MAXIMUM OF \$5,000.; and**
 - (ii) **SUBSIDIZE LOSSES, IF ANY, ON THE NEW PROGRAMMING (detailed in point #2 above) TO A MAXIMUM OF \$5,000; and**
 - 1.4 **THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. RECEIVE 50% OF ANY PROFITS IN EXCESS OF NORMAL MINIMUM RENT ON ANY SHOWS JOINTLY PRODUCED BY H.E.C.F.I. AND "NEW FACES" (as outlined in points #1 and #2 above).**

2.1 THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. AWARD SCHOLARSHIPS TO MCMASTER UNIVERSITY STUDENTS BASED ON THE FOLLOWING CRITERIA:

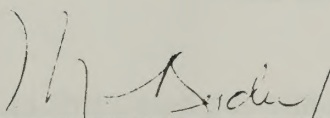
STUDENTS WHO QUALIFY WITH THE CRITERIA LISTED BELOW WILL BE CONSIDERED AS A CANDIDATE TO RECEIVE A SCHOLARSHIP FROM THE HAMILTON PERFORMING ARTS FOUNDATION INC., A CHARITABLE FOUNDATION WHICH IS ADMINISTERED, ON BEHALF OF THE CITY OF HAMILTON, BY THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

- (i) **A STUDENT WHO HAS COMPLETED AT LEAST 1¹/₂ THIRTY UNITS OF A PROGRAMME IN ART, DRAMA, DANCE, OR MUSIC, WHO, IN THE JUDGEMENT OF THE FACULTY OF HUMANITIES HAS DEMONSTRATED OUTSTANDING ACADEMIC ACHIEVEMENT AND EXCELLENCE IN THE PERFORMING ARTS (THEATRICAL, DRAMATIC, MUSICAL OR ARTISTIC WORKS).**
- (ii) **A STUDENT WHO HAS ATTAINED A MINIMUM AVERAGE OF 8.0.**
- (iii) **A STUDENT WHO IS ENROLLED IN A 2¹/₂ FULL LOAD OF ACADEMIC WORK AND ENROLLED IN THE NEXT WINTER SESSION.**

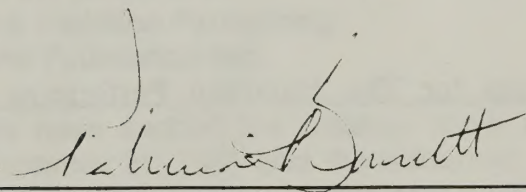
2.2 THAT AS THE BOARD'S RECOMMENDATION TO AWARD \$1,000. IN EACH OF THE YEARS 1993 AND 1994 TO STUDENTS OF MCMASTER UNIVERSITY WAS NOT FULFILLED, THE FUNDS BE EXTENDED TO THE YEARS 1994 AND 1995 AND DISPERSED IN ACCORDANCE WITH THE FOREGOING GUIDELINES.

¹. A student who has completed two years of a four year programme; or a student who is a third or fourth year student.

². A student who is taking a minimum of three (3) courses to a maximum of five (5) in the next winter term.



Mr. M. Ryder, Chairman



Patricia Bennett, Secretary

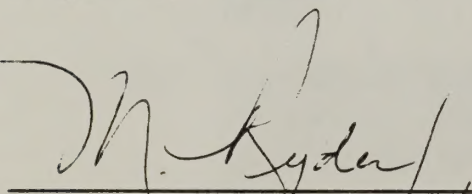
AUDIT COMMITTEE FIRST REPORT

The Audit Committee presents its **FIRST** Report from its meeting held April 14, 1994 and respectfully recommends approval of the following:

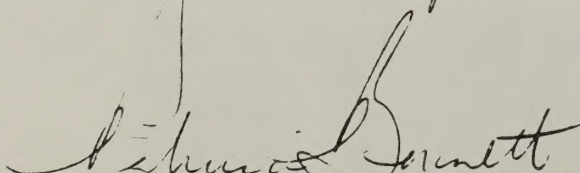
1. Draft 1993 Audited Financial Statements for The Hamilton Performing Arts Foundation

THAT THE DRAFT 1993 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON PERFORMING ARTS FOUNDATION BE APPROVED.

Respectfully submitted,



Marvin Ryder, Chairman



Patricia Bennett, Secretary

AUDITORS' REPORT

To the Directors of
**The Hamilton Performing
Arts Foundation Inc.**

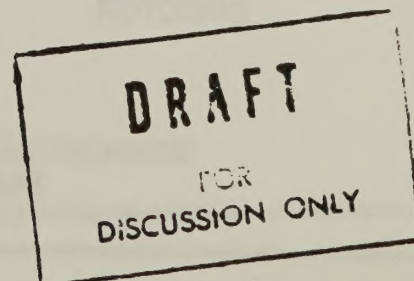
We have audited the balance sheet of **The Hamilton Performing Arts Foundation Inc.** as at December 31, 1993 and the statement of fund balance for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 1993 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.

Hamilton, Canada
March 21, 1994

CHARTERED ACCOUNTANTS



THE HAMILTON PERFORMING ARTS FOUNDATION INC.

1

BALANCE SHEET

DECEMBER 31, 1993

ASSETS

OPERATING FUND

Cash in bank

Short-term deposit (note 2)

1993	1992
\$ 1,187	\$ —
23,690	—
\$ 24,877	\$ —
\$ 24,877	\$ —

FUND BALANCE

ASSETS

SCHOLARSHIP FUND

Cash in bank

Short-term deposit

1993	1992
\$ —	\$ 187
—	23,486
\$ —	\$ 23,673
\$ —	\$ 23,673

FUND BALANCE

DRAFT

FOR
DISCUSSION ONLY

APPROVED ON BEHALF OF THE BOARD

DIRECTOR

DIRECTOR

See accompanying Notes to the Financial Statements

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

2

STATEMENT OF FUND BALANCE

FOR THE YEAR ENDED DECEMBER 31, 1993

	Scholarship	
	Fund 1993	Fund 1992
FUND BALANCE - Beginning of year	\$ 23,673	\$ 22,223
TRANSFER TO OPERATING FUND	23,673	-
INTEREST REVENUE	-	1,450
FUND BALANCE - End of year	\$ -	\$ 23,673

	Operating	
	Fund 1993	Fund 1992
FUND BALANCE - Beginning of year	\$ -	\$ -
TRANSFER FROM SCHOLARSHIP FUND	23,673	-
INTEREST REVENUE	1,204	-
FUND BALANCE - End of year	\$ 24,877	\$ -

DRAFT
FOR
DISCUSSION ONLY

See accompanying Notes to the Financial Statements

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

3

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 1993

1. SIGNIFICANT ACCOUNTING POLICIES

The Foundation follows accounting principles generally accepted in Canada in preparing its financial statements. The significant accounting policies used are as follows:

- (a) Revenue and expenditures of the Foundation are recorded on the accrual basis.
- (b) Purchases of equipment, if any, are recorded as a charge against revenue in the year of acquisition.

2. SHORT-TERM DEPOSIT

In 1991 \$ 21,700 was advanced to the Hamilton Entertainment and Convention Facilities Inc. (a related corporation) which in turn invested the funds with the Corporation of the City of Hamilton. All interest earned on these funds accrues to the Foundation. The continuity of this deposit is as follows:

	1993	1992
Balance - Beginning of year	\$ 23,486	\$ 22,036
Funds repaid during the year	(1,000)	
Interest earned during the year	1,204	1,400
Balance - End of year	\$ 23,690	\$ 23,486

3. STATEMENT OF CHANGES IN CASH RESOURCES

A statement of changes in cash resources is not provided as disclosure in these financial statements is considered to be adequate.

DRAFT

FOR
DISCUSSION ONLY

2

HAMILTON PERFORMING ARTS FOUNDATION INC.

MEETING OF THE BOARD OF DIRECTORS

Thursday, June 24, 1993

8:00 a.m.

**Hamilton Convention Centre
Albion C**

MINUTES

PRESENT: Mr. W. Tidball, Chairman
Alderman T. Anderson, First Vice-Chairman
Mr. F. DeNardis, Second Vice-Chairman
Mayor R. Morrow
Alderman H. Merling
Alderman B. Charters
Alderman F. Eisenberger
Mrs. M. Dow
Mr. A. DiIanni
Mr. C. Nolan
Mr. J. Kujavsky
Mr. G. Kay
Mrs. J. Isbester

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. S. Farrauto
Mr. J. van den Heuvel

REGRETS: Mr. M. Ryder

1. Opening Remarks

The Chairman called the meeting to order at 9:16 a.m.

A. (i) Hamilton Performing Arts Foundation Inc.

MOVED by Mr. Kujavsky, seconded by Mr. DiIanni that

1. AS THE DISSOLUTION OF THE HAMILTON PERFORMING ARTS FOUNDATION INC. WOULD ELIMINATE A VEHICLE WHICH CAN BE UTILIZED TO FOSTER AND DEVELOP PERFORMING ARTS IN ACCORDANCE WITH BILL Pr 34, H.E.C.F.I.'S ENABLING LEGISLATION, IT IS THEREFORE RECOMMENDED THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. BE MAINTAINED AS AN ACTIVE CHARITABLE ORGANIZATION.
2. THAT ALL MONIES IN THE HAMILTON PERFORMING ARTS FOUNDATION'S SCHOLARSHIP FUND BE TRANSFERRED TO A NEW FUND TO BE NAMED THE **OPERATING FUND**.
3. THAT THE FINANCE AND ADMINISTRATION COMMITTEE RECEIVE, REVIEW AND RECOMMEND TO THE HAMILTON PERFORMING ARTS FOUNDATION INC. BOARD OF DIRECTORS PROPOSALS FOR DISBURSEMENT OF FUNDS FROM THE HAMILTON PERFORMING ARTS FOUNDATION INC. ON A PRIORITY BASIS IN ACCORDANCE WITH THE FOLLOWING GUIDELINES:
 - (i) TO FUND SCHOLARSHIPS;

- (ii) TO PROVIDE, PROMOTE, PRESENT, PRODUCE, DEVELOP, ASSIST, MAINTAIN, OPERATE AND MANAGE THE PERFORMING ARTS, INCLUDING THEATRICAL, DRAMATIC, MUSICAL AND ARTISTIC WORKS;
 - (iii) TO PROVIDE SUBSIDIZED RATES FOR THE USE OF H.E.C.F.I. FACILITIES, PARTICULARLY THE STUDIO THEATRE, FOR THE PERFORMING ARTS.
4. THAT THE HAMILTON PERFORMING ARTS FOUNDATION INC. ACCEPT DONATIONS AND GIFTS IN ACCORDANCE WITH ITS BY-LAW PROVISIONS.
5. THAT ALL PRIVATE AND PUBLIC GRANT AGENCIES SUCH AS *WINTARIO CORPORATION* BE APPROACHED WITH A VIEW TO ACQUIRING GRANT FUNDING IN ORDER TO FINANCIALLY ASSIST H.E.C.F.I. IN CARRYING OUT THIS MANDATE.

MOTION CARRIED.

(ii) Scholarship Fund

MOVED by Mr. Tidball, seconded by Mr. Kujavsky that

TWO THOUSAND DOLLARS (\$2,000.) BE EXPENDED FROM THE HAMILTON PERFORMING ARTS FOUNDATION, INC. TO MCMASTER UNIVERSITY FOR THE PURPOSE OF GRANTING TWO

**SCHOLARSHIPS IN THE AMOUNT OF \$1,000. EACH
FOR THE YEARS 1993 AND 1994 TO STUDENTS
PURSUING STUDIES IN THE PERFORMING ARTS.**

MOTION CARRIED.

**B. Audited Financial Statements for the Year Ended December
31, 1992**

MOVED by Mrs. Isbester, seconded by Mr. Kay that

**THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR
ENDED DECEMBER 31, 1992 BE APPROVED.**

MOTION CARRIED.

2. New Business

Nil

3. Other Business

Nil

4. Motion to Adjourn

MOVED by Mr. Kujavsky, seconded by Mr. DeNardis that

THE MEETING BE ADJOURNED AT 9:20 A.M.

MOTION CARRIED.

TAKEN AS READ AND APPROVED

Mr. W. Tidball, Chairman

Patricia Bennett, Secretary

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HECFI Corporate Offices
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Tel. 416/546-4000
Fax 416/527-6856

ANNUAL MEETING OF THE BOARD OF DIRECTORS

**Friday, April 22, 1994
8:00 a.m.**

Hamdilton Convention Centre, Room 314

ORDER OF BUSINESS

U. BAN M.
APR
GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. Appointment of Auditors : MacGillivray Partners

Attachment B

B. Confirmation of Proceedings

Attachment C

INFORMATION ITEMS

2. New Business

3. Other Business

4. Adjournment

OUTSTANDING BUSINESS

Nil

April 18, 1994
Patricia Bennett
Legislative Assistant

RESEARCH REPORTS OF THE BOARD OF DIRECTORS

ANNUAL MEETING OF THE BOARD OF DIRECTORS

May 12, 1915

1915

Chicago, Illinois

Page 1

1915

GOVERNMENT DOCUMENTS

BOARD OF DIRECTORS

REPORT OF THE BOARD OF DIRECTORS

1. General Statement

2. Financial Statement

3. Statement of Assets and Liabilities

4. Statement of Income

5. Statement of Expenses

6. Statement of Reserves

7. Statement of Dividends

8. Statement of Profits

IN EXCELLENCE REPORT

1915

April 1915
First Issue
Second Issue



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MEMO TO: **HAMILTON PERFORMING ARTS FOUNDATION INC.
BOARD OF DIRECTORS**

FROM: Gabe Macaluso Patricia Bennett
Managing Director/CEO Legislative Assistant

DATE: April 22, 1994

SUBJECT: **APPOINTMENT OF AUDITORS**

RECOMMENDATION:

**THAT THE FIRM OF MACGILLIVRAY PARTNERS BE APPOINTED AS
AUDITOR OF THE HAMILTON PERFORMING ARTS FOUNDATION INC.
UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL
ITS SUCCESSOR IS APPOINTED.**

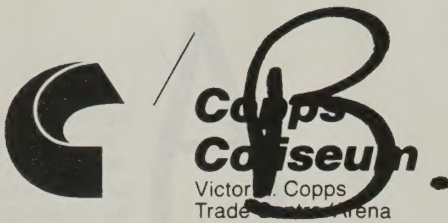
BACKGROUND:

- The firm of MacGillivray Partners has been appointed as auditor of The Corporation of the City of Hamilton and the Hamilton Entertainment and Convention Facilities Inc.

Respectfully submitted,

Gabe Macaluso
Managing Director/CEO

Patricia Bennett
Legislative Assistant



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MEMO TO: **HAMILTON PERFORMING ARTS FOUNDATION INC.
BOARD OF DIRECTORS**

FROM: Gabe Macaluso Patricia Bennett
Managing Director/CEO Legislative Assistant

DATE: April 22, 1994

SUBJECT: **CONFIRMATION OF PROCEEDINGS**

RECOMMENDATION:

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

Respectfully submitted,

Gabe Macaluso
Managing Director/CEO

Patricia Bennett
Legislative Assistant



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